

Robert Donley, President  
Jessie Brantley, Vice President  
Chris Heard  
Dawn King

**MINUTES**  
City of Dickinson  
**Dickinson Economic  
Development Corporation  
SPECIAL MEETING**

Mark Martelli, Secretary/Treasurer  
Chad Rankin  
Bill Schick  
Scott Jones, Chief Executive Officer

**June 1, 2020**

**NOTICE** is hereby given that a **SPECIAL MEETING** of the Dickinson Economic Development Corporation of the City of Dickinson, County of Galveston, State of Texas, was held by telephone conference at **6:30 p.m. on Monday, June 1, 2020** due to the pandemic known as "coronavirus disease 2019", also known as COVID-19. The **SPECIAL MEETING** was authorized to be held via telephone conference pursuant to Section 551.045 of the Texas Government Code because of the potential for loss of life to people and communities of the City of Dickinson resulting from the introduction, transmission, or spread (or imminent threat of the same) of COVID-19, and to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of COVID-19. This convened **SPECIAL MEETING** conducted via telephone conference, would normally take place at Dickinson City Hall, 4403 Highway 3, Dickinson, Texas 77539. [There will be no public access to Dickinson City Hall for the meeting.] The Dickinson Economic Development Board, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorized by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

President Donley called the meeting to order at 6:31 p.m. DEDC Board Members present were as follows: President Robert Donley, Mark Martelli, Chad Rankin, Dawn King and Bill Schick. Also present were DEDC Chief Executive Officer Scott Jones and Mayor Julie Masters. Absent were Vice President Jessie Brantley and Board Member Chris Heard.

**ITEM 2.) PUBLIC COMMENT:** At this time, any person with business related to Dickinson Economic Development Corporation may speak to the Board. Because the meeting is by telephone, rather than signing up, an announcement will be made asking the Public if anyone wishes to speak. Anyone wishing to speak should inform the Board of their names and will be placed on a list and permitted to speak in the order received. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker. In compliance with the Texas Open Meetings Act, the Board may not deliberate or take action on items not on the agenda, but may consider placing the item on a future agenda if deliberation is necessary.

None.

**ITEM 3.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of the Meeting Minutes of the Dickinson Economic Development Corporation's April 27, 2020, Special Meeting Conference Call.

Board Member Dawn King made a motion to approve the Meeting Minutes of the Dickinson Economic Development Corporation's April 27, 2020, Special Meeting Conference Call. Board Member Chad Rankin seconded. President Donley called for a vote.

**VOTE:**

5 AYES (Donley, Martelli, King, Rankin, Schick)

0 NAYS

**MOTION PASSED**

- ITEM 4.)      BRIEFING, DISCUSSION, DIRECTION AND POSSIBLE ACTION CONCERNING:**  
Introduction of Catalyst Commercial President, Jason Claunch, to discuss economic strategic planning, resiliency, sustainability and recovery with the Board.

Mr. Jason Claunch gave an Economic Development Strategic Planning presentation.

- ITEM 5.)      BRIEFING AND DISCUSSION CONCERNING:** Chief Executive Officer's Update.

Reviewed, vetted, confirmed application information, business locations, received Board approval for, confirmed any outstanding tax balances, requested, mailed or hand delivered 47 awarded checks of the 58 total applicants for the Emergency Business Recovery and Expansion Grant Program. All recipients in contact with the DEDC expressed their deepest appreciation for the grants. Most grants were in the amount of \$7272.00 except for an \$1800.00 request. \$336,312.00 granted, \$63,688.00 unallocated.

Assisting with a planned corporate relocation of a regional firm bringing 50+ primary jobs. Working on additional identification of available tentative acquisition lots in Moore's Addition for potential City swap program.

Attended Galveston County Economic Partnership, HREDA Economic Development and Greater Houston Partnership conference calls. Also, attended a virtual meeting with BAHEP regarding COVID-19 recovery efforts with Senator Ted Cruz Thursday 5/28.

Conferred on various legal matters with Charlie Zech of Denton Navarro Rocha Bernal & Zech, P.C. and had lunch with him his local hired "of counsel" attorney Shana O'Neal. Interviewed Kyle Dickson of Murray & Lobb, PLLC.

Authorized a business incentives study proposed by consultant Texas Business Incentives of Bryan to provide a regional competitive incentives analysis and create City and DEDC economic incentives policies to promote and market online and to site selectors nationally; researching Economic Development Strategic Planning alternatives, consultants and costs; specifically discussed recovery, resiliency and Economic Strategic Planning with Jason Claunch of Catalyst Commercial, who was on the call tonight.

Met with City Administrator and the residential developer under contract with DEDC for the Hughes Road 46 acres 5/20; developer has submitted a

development plan to the City for consideration; the City Administrator reported in the meeting that Council is not interested in development of \$300K+- homes by REME on DEDC's residentially-zoned land, and that no Public Improvement District would be allowed by Council as has been allowed on the past three such developments in town; DEDC has owned the Hughes Rd. tract for almost 10 years with apparently no serious commercial development prospect to date; the City Administrator proposed a potential 5 year drainage project reliant upon grant funding designating a 175' wide navigable waterway through the center of the tract to be surrounded by such waterfront amenities as a boat ramp, a harbor, public parks, and over 85,000 sf of restaurants and retail. His plan includes the 25,000 sf public market concept DEDC provided Council with an economic impact analysis on, and I requested the City Administrator conduct a similar study of that facility if built on the Hughes Rd. site to determine its viability as an investment of taxpayer funds. It will apparently not be known until December whether this project will even be an acceptable alternative to the regional drainage authority conducting the study. In the meantime, DEDC is discussing options with the buyer and contemplating alternatives available to dispose of the property. DEDC cannot legally use or incentivize the land for residential development other than for affordable housing, and if the 2020 Census results in Dickinson exceeding 20,000 population, DEDC will not be able to incentivize retail, restaurant or businesses other than primary job producers from a list of North American Industry Classification System code industries I sent information last week. This residential property needs to be sold and the proceeds leveraged for legal 4B Economic Development pursuits.

Collaborated with DEDC counsel and communicated future primary job creation role and legal uses of taxpayer funds to DEDC Board and City Council if the 2020 Census results in Dickinson exceeding 20K population.

Researching potential properties and locations for a prospective 20-50 acre Dickinson Business Park as well as a light industrial park.

**ITEM 6.) BRIEFING, DISCUSSION, DIRECTION AND POSSIBLE ACTION CONCERNING:**  
Interview with potential DEDC legal counsel candidate Attorney Kyle Dickson of Murray & Lobb, PLLC.

DEDC CEO Scott Jones introduced Attorney Kyle Dickson to the DEDC Board. Mr. Dickson explained that he is currently the City and Economic Development Attorney for both Hitchcock and Texas City. Mr. Dickson was able to meet with DEDC CEO Scott Jones and DEDC Board President Robert Donley the previous week. Mr. Dickson was born and raised in Texas City, TX. and has been a licensed Attorney since 1991. Mr. Dickson serves with DEDC Board Member Dawn King on the College of the Mainland Board of Trustees.

Board Member Dawn King wanted to offer her recommendation for Mr. Dickson for this position. She stated that Mr. Dickson is the chair for the College of the Mainland Board of Directors. He is a strong leader and is very knowledgeable about Galveston County Economic Development and Government Municipalities. Mr. Dickson has a strong sense of ethics and integrity and he would be a fantastic asset for us.

Board Member Dawn King made a motion to accept the Engagement Agreement for Attorney Kyle Dickson of Murray & Lobb, P.L.L.C. and authorizing DEDC President Robert Donley to sign and approve the document. Board Member Mark Martelli seconded. This also includes terminating current counsel of Denton Navarro Rocha Bernal & Zech, P.C. President Donley called for a vote.

**VOTE:**

5 AYES (Donley, Martelli, King, Rankin, Schick)

0 NAYS

**MOTION PASSED**

**ITEM 7.) BREIFING AND DISCUSSION CONCERNING:** DEDC Financial Report received from former City of Dickinson Finance Director Kristen Woolley for Fiscal Year-to-Date 2019-2020 and the month ending April 30, 2020.

**ITEM 8.) BRIEFING, DISCUSSION, DIRECTION AND POSSIBLE ACTION CONCERNING:** Discussion of the Emergency Business Recovery and Expansion Grant Program under Section 505.158 of the Texas Local Government Code to assist Dickinson businesses to recover from business closures and economic losses due to the COVID-19 pandemic, and discussion on awarded grants.

DEDC CEO Scott Jones stated that 47 grants were awarded and out of the \$400,000.00 total amount approve by the DEDC and City Council we have given away a total of \$336,312.00 with a remainder of \$63,688.00. The second round had a much higher rate of disqualifications than the first round due to delinquent taxes, home based businesses and addresses outside of the Dickinson City Limits. Therefore, we could potentially have a third round with the remaining \$63,688.00 by awarding 8 grants at \$7272.00 each.

Mayor Julie Masters requested that if the Board does decide to move forward with a third round using the remaining \$63,688.00 that the application be translated into Spanish for some of our local Spanish speaking owned businesses so they could be informed and apply.

After a thorough discussion President Donley approved a third round to award the remaining \$63,688.00 to local Dickinson businesses.

**ITEM 9.) BRIEFING, DISCUSSION, DIRECTION AND POSSIBLE ACTION CONCERNING:** Consideration of applications submitted for the 2019 Holiday Light Reimbursement Program: Flaunt Salon and Four Seasons Boutique.

Board Member Dawn King made a motion to approve the 2019 Holiday Light Reimbursement Program applications for Flaunt Salon and Four Seasons Boutique. Board Member Chad Rankin seconded. President Donley called for a vote.

**VOTE:**

5 AYES (Donley, Martelli, King, Rankin, Schick)

0 NAYS

**MOTION PASSED**

**ITEM 10.) ADJOURN**

President Robert Donley called for a motion to adjourn. Board Member Bill Schick made the first motion to adjourn and Board Member Mark Martelli seconded. President Donley called for a vote.

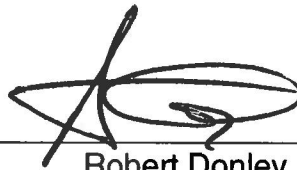
**VOTE:**

5 AYES (Donley, Martelli, King, Rankin, Schick)

0 NAYS

**MOTION PASSED**

The meeting adjourned at 7:27 p.m.

A handwritten signature in black ink, appearing to be 'R. Donley', is written over a horizontal line.

Robert Donley, President